

NATIONAL DONG HWA UNIVERSITY
Guidelines for Doctoral Dissertation Proposal Review for the
Ph.D. Program in Asia-Pacific Regional Studies

- Article 1 These guidelines are issued to regulate matters related to the review process of doctoral dissertation proposals submitted by graduate students in the Ph.D. Program in Asia-Pacific Regional Studies (hereinafter referred to as “the Program”), National Dong Hwa University.
- Article 2 Ph.D. students in the Program must complete and submit a “doctoral dissertation proposal review application” at least 12 months prior to the degree examination. A review committee shall conduct a written review of the preceding application. Students must revise their proposal based on committee members’ feedback and submit the revised proposal to their advisor for approval before they are permitted to apply to take the degree examination.
- Article 3 Review procedures
1. Deadlines: The “doctoral dissertation proposal review application” (along with the outline of the dissertation) shall be submitted to the Program Office the week before each semester’s course add/drop period at the latest. The finalized version of the dissertation proposal must be submitted with the advisor’s signature on the cover page within four weeks of the aforementioned deadline.
 2. Students must receive their advisor’s approval before submitting their dissertation proposal, which may not be changed or revised once submitted to the Program Office.
 3. The contents of the dissertation proposal shall include: the title of the dissertation, research motivation and objectives, review of the literature, research methodology, research procedures, expected outcomes, and reference bibliography.
 4. The review process: The Program Office shall be in charge of conducting the written review of students’ dissertation proposals. The Dissertation Proposal Review Committee shall consist of three (3) members, with the dissertation advisor as the convener and *ex officio* member. The remaining two members shall be professors holding the title of assistant professor or above nominated by either the dissertation advisor or the Program Director.
 5. Review time: All dissertation proposal reviews shall be completed at least three weeks prior to the last day of the semester.
 6. Submission: The “doctoral dissertation proposal review application” form shall be attached to the proposal and submitted to the Program Office by the aforementioned deadline.
 7. Results: When the review process is completed, committee members shall fill out the “professor’s feedback form for doctoral dissertation proposal review”, after which the student may begin writing their dissertation.
 8. In principle, the title on the dissertation proposal shall be the same as that of the dissertation itself. Any changes or adjustments to the title must be approved by the advisor.

9. In the event that a revision to the proposal is necessary, the advisor has sole discretion as to whether another review is necessary based on the extent to which the topic and scope of research is different from the original.

Article 4 These guidelines and their amendments shall become effective following the approval of the Program Affairs Meeting. The same procedure shall be carried out when amendments are made.

Note: This document is translated from the original Chinese version. In the case of any discrepancy between the two, the Chinese version shall prevail.